

# Call for Nutrition Evidence Library Abstractors

## Center for Nutrition Policy and Promotion

### Nutrition Evidence Library (NEL) Abstractor Program

The USDA [Center for Nutrition Policy and Promotion](#) (CNPP) works to improve the health and well-being of Americans by developing and promoting dietary guidance that links the strongest evidence-based scientific research to the nutrition needs of consumers. CNPP administers the Nutrition Evidence Library (NEL) which specializes in conducting rigorous systematic reviews using state-of-the-art methodology to objectively review, evaluate, and synthesize research to answer important food, diet and health-related questions.

### Responsibilities, Qualifications, and Application Process

The Center for Nutrition Policy and Promotion's Nutrition Evidence Library (NEL) is seeking abstractors to assist development of evidence portfolios for the [Dietary Guidance Development Project for Infants and Toddlers from Birth to 24 Months and Women Who are Pregnant](#). This project will inform the development of the 2020 Dietary Guidelines for Americans and Federal nutrition policies and programs. The specific responsibilities, qualifications, time commitment, stipend, and application process are described below. Serving as an NEL Abstractor is a scholarly and professional development activity that provides a great benefit to the scientific nutrition community.

#### Benefits:

- Gain knowledge and experience in systematic review methodology
- Help build the foundation for Federal nutrition policies and programs, including the 2020 Dietary Guidelines for Americans
- Gain public health nutrition experience.

#### Responsibilities:

- Complete the NEL Evidence Abstractor Training Program and Calibration Exercise. The program entails an introductory webinar, review of on-line training modules, abstraction of two studies, training to evaluate internal validity of studies using the NEL Bias Assessment Tool (NEL BAT), and participation in calibration exercises. On average, the training program takes nine hours to complete.
- Assist NEL staff with literature screening and selection based upon a priori inclusion/exclusion criteria
- Abstract a minimum of two research articles per week (a minimum of eight per month), when needed. For each article, the NEL Abstractor will:
  - Extract data using the electronic NEL portal and web tools in a standardized format
  - Assess internal validity using the NEL BAT.
- Respond to email and phone communications from NEL Lead Analysts.

## Qualifications:

- Master's Degree, PhD candidates, post-doctoral research assistants and faculty in nutrition, epidemiology, public health, dietetics or other related field. Nutrition or public health experience is desirable.
- Ability to extract critical study data from peer-reviewed articles
- Ability to produce consistent work in a timely manner; and use computer and web-based programs and tools
- Knowledge of and experience with a variety of research methodologies, including study design and statistics, and an ability to evaluate the internal validity of studies using a standardized tool (i.e., the NEL BAT).

## Time Commitment and Stipend:

Abstractors are expected to be available five to 10 hours a week to abstract at least eight articles a month with a minimum four-month commitment as a NEL Abstractor. Daytime phone calls may be scheduled periodically. Abstractors will receive a monetary stipend of \$120.00 per set of four completed and approved data extraction forms and NEL BAT assessments. NEL Abstractors are National Service volunteers, not paid USDA employees, but receive this honorarium for their work.

## Computer Requirements:

NEL Abstractors must have access to a computer with high-speed internet access. No special software is required; all of the tools and templates are provided online via USDA's NEL portal. Minimum requirements to complete the necessary worksheets are:

- Preferable internet browsers: Mozilla Firefox, Google Chrome, or Microsoft Internet Explorer 5.5 or newer with 1284 x 1024 screen resolution in 256 colors.
- Adobe Acrobat Reader and Flash must be installed on your computer (free downloads)

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- Your computer must be set to accept Java, JavaScript (also a free download), and cookies.

## How to Apply:

The USDA Nutrition Evidence Library is accepting applications for volunteer NEL Abstractors through May 15, 2015. Applications must be submitted by electronic mail to [NutritionEvidenceLib@cnpp.usda.gov](mailto:NutritionEvidenceLib@cnpp.usda.gov). An application review and selection panel convenes to consider complete applications of individuals qualified to serve as a NEL Abstractor.

The following information should be included in each application for consideration:

1. NEL Abstractor Application Form
2. A current copy of the applicant's curriculum vitae.

All applications must include the required information requested on the application form. Incomplete applications will not be processed for consideration.

**For additional information, contact:** Yat Ping Wong, Librarian at [yatping.wong@cnpp.usda.gov](mailto:yatping.wong@cnpp.usda.gov) or call 703-305-0101.

**Non-Discrimination Policy**

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